

**Washington State Department of Transportation
Public Transportation and Rail Division
Office of Transit Mobility**

Potential Grant Application Questions

- 1. What is the problem you are trying to solve?**
 - A. Concisely describe the project and why you are pursuing the project.
 - B. What problem will the project solve and what is the expected outcome?
 - C. Describe the benefits of the project?
 - D. What options were considered to accomplish the objective?
 - Specific alternatives
 - Do nothing
 - E. What happens if the project does not proceed?
 - F. Will the project be combined or grouped with other projects?
- 2. What are the system improvements you expect from the project?**
 - A. How will this project improve overall system performance in the corridor and on public transportation, including new travel options?
 - B. Is the project a new idea or previously included in the regional Congestion Management System?
- 3. What is happening on the corridor now?**
 - A. Describe the performance and delay in the corridor and its impact on any existing transit services.
 - B. Attach land use and project map and indicate significant destination centers.
 - C. What is preventing you from solving the problem now? What assurance do you have that the project will solve the problem?
- 4. How will the project lead to improved connections?**
 - A. How will this project improve system integration to other travel modes, transit services or pedestrian/bike facilities?
 - B. How do you plan to demonstrate connection improvement or better system integration?
 - C. Is the project consistent with the local/regional transportation plans? [Basic Requirement]
 - D. How would you measure success of the project?
- 5. What is the financial plan for the project?**
 - A. Describe the financial plan to complete the project.
 - B. All available or leveraged funds should be identified.
 - C. Describe your plans to continue the project into the future.
- 6. Other relevant information**
 - A. Describe the readiness of the project - Is the project ready to implement?
 - B. Describe the project schedule.
 - C. Are there partners involved in the project including financial partners? Describe the project lead and co-lead.

Potential Grant Criteria

Note: Proposed measures or criteria within these categories were not developed. Projects will be ranked as High, Medium or Low.

1. **Efficiency** – Projects with lowest cost per passenger-trip, lowest cost per vehicle-mile traveled reduced, or lowest cost per vehicle removed in a congested corridor (or other measures) score higher.
2. **Impact on Congested Corridors** – projects affecting a corridor with higher congestion score higher.
3. **Partnerships** – Projects submitted by multiple agencies and/or jurisdictions score higher.
4. **Sustainability** – Projects with identified funding or commitment to continue beyond initial grant period score higher.
5. **Measurability** – Projects that define how success will be measured score higher.
6. **Local Commitment/ Support** – Projects that provide matching local funds or that include a commitment of in-kind services score higher.
7. **Implementation Timeline** – Projects that can be implemented quickly score higher.
8. **Regional Connections** – Projects that cross-jurisdictional boundaries and that provide improved regional connections score higher.
9. **Coordination with Local and Regional Plans** – Projects that are coordinated with and consistent with local and regional plans score higher.